

**CITY OF LONG BEACH
DEPARTMENT OF PARKS, RECREATION AND MARINE
PARKS AND RECREATION COMMISSION MINUTES
SEPTEMBER 15, 2005**

I. CALL TO ORDER

The meeting of the Parks and Recreation Commission was called to order by Chris Kozaites, President, at 9:00 a.m., at the El Dorado Park West Community Center, in the Senior Center Library. Phil Hester, Director of Parks, Recreation and Marine, took roll call and confirmed a quorum.

Present: Chris Kozaites, President
Harry Saltzgaver, Vice President
Bea Antenore
Raymond Chavarria
Simon George
Drew Satariano
Brett Waterfield

Absent: none

Staff: Phil Hester, Director of Parks, Recreation and Marine
Dennis Eschen, Manager, Planning and Development Bureau
Thomas Shippey, Manager, Maintenance Operations Bureau
Janet Day-Anselmo, Manager, Business Operations Bureau
Diane Lewis, Manager, Community Enrichment Programs Bureau
Steven Neal, Chief Ranger
Geoff Hall, Special Projects Officer
Chrissy Marshall, Manager, Community Recreation Programs
Sherri Nixon-Joiner, Superintendent, Community Recreation Programs
Robin Black, Executive Secretary to the Director

Guests: Robert Lamond, Partners of Parks
Kirsten Autry, Save LBC Skyline
George Medak

II. APPROVAL OF MINUTES – AUGUST 18, 2005

It was moved by Commissioner Antenore and seconded by Commissioner Chavarria to approve the August 18, 2005 Parks and Recreation Commission minutes, as amended. The motion carried unanimously.

III. SAMMY AWARD PRESENTATION – LACHONDA LARD

Ms. Lard presented the Sammy Award to Sherri Nixon-Joiner.

Mr. Hester mentioned that Ms. Lard is under-filling as supervisor at Silverado Park and is doing a great job.

President Kozaites stated that the Employee of the Month presentation would be taken later in the meeting.

V. COMMISSION ACTION ITEMS

#05-0901

PERSONAL SERVICES/INSTRUCTION AGREEMENTS-MONTHLY APPROVAL

President Kozaites stated that there were no personal services/instruction agreements this month.

#05-0902

MEMORIAL BENCH FOR MICHAEL J. TETREAULT, JR.

Commissioner Satariano stated that he drove by and there is a memorial with lit candles at the site.

Commissioner Chavarria asked how much the bench would cost.

Mr. Shippey responded that the bench would cost approximately \$2,000, depending on if a new cement bench pad is also needed. This is a replacement bench and the pad is already there.

It was moved by Commissioner Satariano and seconded by Commissioner Chavarria to approve the placement and installation of the memorial bench for Mr. Michael J. Tetreault, Jr. The motion carried unanimously.

#05-0903

MEMORIAL PLAQUE FOR TOM BUCKLE

Commissioner Satariano asked if this is the first plaque to be placed on the ground.

Mr. Hester responded that plaques are very rare. There is a policy in place and the Department should bring it back to the Commission to see if it needs revision.

Vice President Saltzgaver stated that plaques in sidewalks work well, such as on 2nd Street.

It was moved by Vice President Saltzgaver and seconded by Commissioner Satariano to approve the placement and installation of the memorial plaque for Mr. Tom Buckle. The motion carried unanimously.

IV. EMPLOYEE-OF-THE-MONTH PRESENTATION FOR SEPTEMBER

President Kozaites stated that Vice President Saltzgaver would announce the Employee of the Month.

Vice President Saltzgaver announced Eileen Ludlam as the Lead/Supervisory Employee of the Month, from the Community Recreation Programs Bureau.

Mr. Sonny Seng, as her supervisor, spoke about Eileen Ludlam.

VI. COMMITTEE STATUS REPORTS

A. EXECUTIVE COMMITTEE
President Kozaites, Chair

1. NEW COMMITTEE DUTIES – SPECIAL EVENTS AND RECREATION

President Kozaites stated that the Committee did not meet this month.

Vice President Saltzgaver stated that he is fine staying on the four committees that he is on.

Commissioner Chavarria stated that he would also stay on all four committees that he is on.

B. FINANCE AND APPEALS COMMITTEE
Commissioner Satariano, Chair

Commissioner Satariano discussed the year-to-date statement of revenue and expenditures included in the packet.

Ms. Janet Day-Anselmo stated that September is the largest month for revenue and expenditures.

C. PARK SAFETY COMMITTEE
Commissioner Waterfield, Chair

Commissioner Waterfield stated that the Committee met August 25, and Chief Neal gave a few updates such as the deployment of rangers. There is a task force involving the Long Beach Unified School District and the City discussing safety issues and decreasing vandalism.

1. FISCAL YEAR 2006 PROPOSED PARK RANGER DEPLOYMENT PLAN
AND PATROL SCHEDULE

Mr. Hester stated that Chief Neal worked very hard within the confines of what he had to try and deploy the rangers as needed. Trying to maintain the schedule will be difficult. There has been some discussion for a ballot measure to increase the sales tax in Long Beach to pay for additional police officers. He has been discussing this with the City Manager's office and the Police Department to potentially include park rangers with this funding.

Vice President Saltzgaver asked if the Police Chief was aware of this deployment plan. Mr. Hester responded that he knows that there are park ranger reductions and he would be discussing the plan with the Police Chief.

Vice President Saltzgaver asked if there are enough park rangers to staff the reduced staffing plan. Chief Neal responded not currently; that the Department is in the process of hiring additional park rangers.

It was moved by Commissioner Chavarria and seconded by Commissioner Satariano to receive and file the Fiscal Year 2006 Proposed Park Ranger Deployment Plan and Patrol Schedule. The motion carried unanimously.

D. EQUAL EMPLOYMENT OPPORTUNITY AND CUSTOMER SATISFACTION
COMMITTEE
Commissioner Chavarria, Chair

Commissioner Chavarria stated that the Committee did not meet this month but he mentioned page 5 in the Monthly Highlights, which lists the statistics.

E. CAPITAL IMPROVEMENT PROJECTS COMMITTEE
Commissioner George, Chair

Commissioner George stated that the Committee did not meet this month.

F. CITY SCHOOLS/JOINT COMMITTEE
Commissioner Antenore, Chair

Commissioner Antenore stated that a meeting has been scheduled for October 13.

G. SPECIAL EVENTS AND RECREATION COMMITTEE
Commissioner Satariano, Chair

Commissioner Satariano stated that the Committee met this morning. He said that once they figure out what the mission is, this will be a very vital and beneficial committee and they will be working on a field use policy for Blair Field.

VII. DIRECTOR'S REPORT TO COMMISSION

A. DIRECTOR'S MONTHLY REPORT – AUGUST 2005

Vice President Saltzgaver stated that he had a few things, but they are not on the report. He wanted to find out more about the El Dorado Nature Center budget decision and the involvement the Commission would have, if any, regarding the Municipal Band decision in the budget.

Mr. Hester responded that the decision for the Municipal Band was that the City is going to fund six weeks of concerts next summer, funded out of the TOT tax and/or Tidelands Fund to offset the costs at Marine Stadium. The City would look for sponsorships to pay for costs, about \$90,000, to add an additional two weeks of concerts. He stated that the Department would go back to the City Council in 90 days with a report on the success of the sponsorship and then Council can decide whether we want to use sponsorships to fund an additional two weeks of other type concerts in other parts of the city.

Mr. Hester stated that the City Manager decided that he did not want us to close the second day of the Nature Center. The funding was not added to do that. The Department had to reduce other areas in the Nature Center's budget and to increase the revenue to do that. He said that there is a Friends of the Nature Center who have money in the Partners of Parks account and they would be asked to transfer about \$5,000 or \$6,000 to the Nature Center for the revenue increase. He stated that some non-career hours were also reduced at the Nature Center. The Department may look at increasing the charge for trips and tours and a way to better market the Nature Center.

VIII. CORRESPONDENCE

A. LETTER OF COMMENDATION AND CERTIFICATE FROM THE NATIONAL RECREATION AND PARK ASSOCIATION AND THE UNITED STATES TENNIS ASSOCIATION

Commissioner George asked how many people have been participating.

Ms. Nixon-Joiner responded that the Department has been participating in this program in the past and an additional site was funded this year at Drake Park. We have four sites that participate in the program and staff applied and received a grant this year for the program. There were a total of 125 children who participated.

Commissioner Satariano asked if this would be worth a press release.

Mr. Hester stated that this is consistent with what the Department has been doing, such as a free tennis program for the NAACP. Staff would look at doing a press release.

IX. UNFINISHED BUSINESS

President Kozaites stated that there was no unfinished business.

X. NEW BUSINESS

Mr. Hester stated that there are two items he would like to introduce to the Commission for their information. They are not asking for an official action, because these items are not on the agenda.

Mr. Eschen stated that the Department just received this information from the developer. This is a project that was approved in July of 2003 by the Parks and Recreation Commission. It is basically the same design, but found out that they needed additional ventilation for the parking garage, which would add two ventilation grates in Victory Park. He distributed maps for the project at 100 East Ocean Blvd. Mr. Eschen stated that this meets all the requirements for the Victory Park Guidelines.

President Kozaites asked the dimensions of the grates.

Mr. George Medak responded that the grates are 4 feet by 14 feet and are flush with the ground. He said that this is an air intake vent.

Mr. Hester asked if this would add noise to the area.

Mr. Medak responded that the actual machines are 40 some feet down and their noise is not heard.

President Kozaites stated that since there is a change in the plan and this is a high profile area, this item should be placed on the Commission agenda next month to discuss.

Ms. Kristen Autry said that she is with the East Village Arts District, and said that a water sculpture might eliminate any sound from the vent.

Mr. Medak responded that a water sculpture is not allowed in the Victory Park Guidelines.

Mr. Hester stated that the second item is to introduce to the Commission a draft of the User Fee Cost Recovery Policies. The Commission was actively involved this last year in the Department's fees and charges and fee waivers and set internal direction as it related to future fees and CPI increases, etc. The City has been working on a similar project and the Department is a big part of that. He stated that Mr. Geoff Hall has been the lead in developing a policy that the Department would like to bring before the Commission and would go before the City Council to set the direction for future fees, cost recovery, subsidy issues, etc. This is a good thing to do because it verifies the Department's policies.

Mr. Hall stated that one of the operational goals of the City's Three Year Plan, now the Four Year Plan is to increase City revenues through fees where appropriate. All departments have been participating in a City-wide study to identify the direct to indirect costs for General Fund fee based activities and to evaluate the potential for new and increased fees. The first task, which began over a year ago, was to identify our major program and service categories and to identify our direct costs for each direct costs being staff time, materials and supplies, and any operational equipment needed. They then completed a complicated analysis to assign appropriate percentages of maintenance costs, business operations costs, year-end Department overhead costs and City overhead costs to give us truly loaded costs of our programs.

Mr. Hall stated that as a result, the Department now has a reasonably accurate accounting of the true costs associated with our programs. We were then asked to apply our cost recovery policies as they relate to each of these programs. The Department never really examined what the cost recovery policies should be, so they began to research other cities. Mr. Hall stated that he found some really good information in San Luis Obispo's cost recovery policy, which was appropriate for our Department. He distributed a draft copy of a potential cost recovery policy for the Department. Mr. Hall recommended that the Commission refer this to the Finance and Appeals Committee to get their input and recommendations and bring it back to the Parks and Recreation Commission to get approval. He stated that a public hearing is not required for a policy, per the City Attorney's office. Mr. Hall stated that he would send a copy of the spreadsheet to all the Parks and Recreation Commissioners. Mr. Hall stated that this policy was necessary but could only help the Department as we move forward.

President Kozaites referred the User Fee Cost Recovery Policies to the Finance and Appeals Committee.

XI. COMMENTS

A. AUDIENCE

There were no comments from the audience.

B. STAFF

There were no comments from the staff.

C. COMMISSIONERS

Commissioner Chavarria stated that the Mayor of Los Angeles held a press conference regarding the beginning of their Los Angeles River project.

Vice President Saltzgaver stated that the October 20, 1:30 p.m. Planning Commission meeting has been tentatively scheduled for discussion of the EIR for the Sports Park. He encouraged Commissioners to attend and have little league and soccer teams attend to speak about the need for additional sports fields.

XII. NEXT MEETING

The next meeting will be held at 9:00 a.m. on Thursday, October 20, 2005, at the El Dorado Park West Community Center, in the Senior Center Library, 2800 Studebaker Rd., Long Beach.

XIII. ADJOURNMENT

President Kozaites adjourned the meeting at 10:36 a.m.

Respectfully submitted,

Robin Black
Executive Secretary
to the Director

c: Phil T. Hester, Director of Parks, Recreation and Marine